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## PLANNING BOARD

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Paul Mattor, Chair  
Max Kenney, Vice Chair  
Peter Lovell  
Heather Sullivan  
Jessica Brackett  
Tom Witkowski  
Don Roth Jr.

### Minutes of Planning Board Meeting 14 October 2020

**Members Present:** Paul Mattor, Chair; Max Kenney, Vice Chair; Don Roth Jr., Heather Sullivan, Tom Witkowski, Jessica Brackett, Peter Lovell.

**Others Present:** Dave McCubrey and Mary Hoffman, Select Board; Tammy Munson CEO; Bennet Flinner, Select Board Office Assistant; Martha Turner, Secretary; Eric Sanderson, SMPDC; William Thompson BH2M; Betsy St. Pierre, applicant; Uriah Forest-Bulley, Kleinschmidt Engineering; Matt LeBlanc and Melissa Reny, Brookfield Hydro; Jinnie Waterhouse, Becky Bowley, Lee Klarman, Debra & Anthony Della Cioppa, Hollis residents.

**Call to Order:** A quorum being present, meeting was called to order at 7:10 PM by Chair Paul Mattor, via Zoom.

**Public Hearing:** Motion was made and seconded to suspend Planning Board meeting and open public hearing on Shoreland Permit #2201-4139, Brookfield Hydro. Motion carried 6-0-1. Public hearing opened at 7:13 PM.

Uriah Forest-Bulley, representing Brookfield, gave a brief overview. He noted that although the original application was for a boat launch and angler access to the Saco River, Brookfield has withdrawn the boat launch project from the application. Thus, the only item to be reviewed will be the angler access project, which includes a platform, improved walking path, and parking for three vehicles.

No members of the public offered any comment or question. Motion was made and seconded to close the public hearing. Motion carried 6-0-1. Planning Board meeting resumed at 7:16 PM.

**Minutes:** Motion was made to approve minutes of 23 September 2020. Motion seconded; carried 5-0-2.

**Correspondence:** None

**Reports:** None

**Unfinished Business:** Shoreland Permit #2201-4139, Brookfield White Pine Hydro. Mr. Mattor stated that the site walk for this project was held today at 5:00 PM at 2 Company Road. He reported that a member of the public attending the site walk noted that the town's Comprehensive Plan does address opportunities for access to the Saco River. This project describes plans for improved angler access to the Saco River downstream from the West Buxton dam. There will be a concrete platform located above the projected high-water mark, plus a walkway, stairs, and parking for three vehicles. There will be three separate fishing locations along the path.

Parking questions were addressed. If there are more than three people fishing, could cars park in the triangle owned by the Town. The three parking spaces will be located across the street from the angler access. A crosswalk would make this safer. Mr. McCubrey stated that he does not recall receiving any complaints about parking issues in the area. Debra Della Cioppa, an abutter, stated that the only problem she has encountered is the presence of trash left behind. Lee Klarman stated that many people park across the bridge in West Buxton.

Motion was made and seconded to accept that the parking is adequate. Motion was discussed. The motion was amended to add that the applicant will work with DOT to confirm their jurisdiction over Moderation Street, to determine the need for an entrance permit for the three parking spaces, as well as discussing the installation of a crosswalk. Original motion carried 6-0-1. The amendment carried 6-0-1.

Other safety issues were discussed, including a question concerning whether the platform will be high enough to avoid high water levels. Ms. Reny noted more than thirty years of flood data included in determining the safe height. The platform will be high enough to avoid high seasonal water levels. Ms. Reny stated that if dangerous conditions should occur, Brookfield could close off the access to the stairs temporarily, such as with a chain and signs. Motion was made and seconded to request the addition of detail on the plan showing location for chain and signs. Motion carried 6-0-1.



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Mr. Mattor reminded the board that the next step for this application is review of, and voting on, the eight items on Page 5 of the Hollis Shoreland Zoning Ordinance (SZO), noting especially items #1 and #8. Ms. Munson noted that the final plan to be approved by the Board must show only the angler access project without reference to the boat launch. A date of approval should be affixed to the final plan.

**Unfinished Business:** Totem Pines subdivision #2201-4245. Mr. Sanderson stated that he has been working with the applicant to make sure the Board's requests have been addressed. The application is still in need of some clarification of the ROW for abutters on Old Grassy Road. Also required will be the plan for improving Nathan Smith Road, including a performance guarantee. Mr. Thompson stated that on the final plan, Note #22 will indicate that residential sprinkler systems will be required in all houses.

Lengthy discussion of road issues. First, what is the width of the ROW for abutters over the Old Grassy Road through the subdivision? Where exactly is this ROW located? Who will maintain this ROW? Ms. Bowley emphasized the need to permanently document, on the registered plan, the abutters' rights to access their property if they should decide to log it or develop it in the future. Improvement of Nathan Smith was also discussed.

Motion was made and seconded to submit to an engineer for review and comment: (1) the plans for construction of Totem Pines Drive and the upgrade to Nathan Smith Road, and (2) a review of the cost estimates on which the performance guarantee will be based. Motion carried 6-0-1. Mr. Mattor will contact an engineer. Motion was made and seconded to submit to an attorney a copy of the proposed bylaws for the Totem Pines Homeowners' Association. Motion carried 6-0-1.

**Long Range Planning:** None

**Public Comment:** All comments contained in minutes above.

**Plan for Next Meeting:** Wednesday 28 October 2020, 7:00 PM via Zoom.

**Adjourn:** Meeting adjourned at 9:34 PM.

Minutes submitted by Martha Turner, Secretary  
Approved by Planning Board 28 October 2020